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ABSTRACT

Compiled as part of the United Nations Educational, Scientific and Cultural Organization (UNESCO) Records and Archives Management Programme (RAMP), this document lists 282 writings published by or with the assistance of UNESCO on the subject of archives administration and archival materials (interpreted broadly to include current and semi-current institutional records and manuscripts). Included are monographs, treatises, special studies, and journal articles, as well as unrestricted field mission reports (FMR) and documents in UNESCO's Working Series (WS) prepared for or resulting from various categories of meetings. The basic arrangement of the listing is chronological by year of publication (from 1951 to 1982) and thereunder alphabetically by author. Subject and author indexes are provided. (ESR)

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# WRITINGS ON ARCHIVES

PUBLISHED BY AND WITH THE ASSISTANCE OF

UNESCO:

A RAMP STUDY

prepared by

Frank B. Evans

General Information Programme and UNISIST

United Nations Educational,
Scientific and Cultural Organization

IR050465

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I - Title
II - Unesco General Information Programme and UNISIST
III - Records and Archives Management Programme (RAMP)

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## PREFACE

The Division of the General Information Programme of Unesco, in order to better meet the needs of Member States, particularly developing countries, in the specialized areas of records management and archives administration, has developed a long-term Records and Archives Management Programme -- RAMP.

The basic elements of the RAMP programme reflect the current overall themes of the General Information Programme itself. RAMP thus includes projects, studies, and other activities intended to:

1. Promote the formulation of information policies and plans (national, regional and international)
2. Promote and disseminate methods, norms and standards for information handling
3. Contribute to the development of information infrastructures
4. Contribute to the development of specialized information systems in the fields of education, culture and communication, and the natural and social sciences
5. Promote the training and education of specialists in and users of information

The present work is intended to make available conveniently information on writings that deal primarily or significantly with archives -- interpreted broadly to include current and semi-current institutional records and manuscripts -- that have been published by and with the assistance of Unesco. It includes monographs, treatises, special studies and journal articles, as well as unrestricted field mission reports (FMR) and documents in Unesco's Working Series (WS) prepared for or resulting from various categories of meetings. The basic arrangement of the listing is chronological by year of publication, and thereunder alphabetically by author. The listing is followed by subject and author indexes in which the references are to item entry numbers, rather than to page numbers.

Comments and suggestions regarding this Study are welcomed and should be addressed to the Division of the General Information Programme, UNESCO, 7 Place de Fontenoy, 75007 Paris. Other studies prepared under the RAMP programme may also be obtained at the same address.

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